



**SCOUTS**<sup>®</sup>  
Creating a Better World

World Organization of the Scout Movement  
Organisation Mondiale du Mouvement Scout  
Всемирная Организация Скаутского Движения  
Organización Mundial del Movimiento Scout  
المنظمة العالمية للحركة الكشفية

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**CIRCULAR N° 1202/14/07**

**TO: All National Scout Associations  
Members of the Africa Committee  
Africa Region Youth Forum Committee  
Staff WSB - Central Office  
Staff WSB - Africa Regional Office  
Africa Scout Foundation  
Sweden, Japan, Brazil, Boy Scouts of  
America  
World Scout Committee  
Honours and Awards Committee  
Regional Directors**

30<sup>th</sup> September 2009

## **FURTHER INFORMATION REGARDING THE AFRICA REGIONAL CONFERENCE AND YOUTH FORUM IN GHANA NOVEMBER 2009**

### **A. DATES**

Youth Forum starts **on 4<sup>th</sup> November** and concludes on **7<sup>th</sup> November 2009**. Participants may arrive on 3<sup>rd</sup> or 4<sup>th</sup> November. Programme commences at 1400 hours on 4<sup>th</sup> November and concludes on Saturday 7<sup>th</sup> November with sight seeing before joining conference delegates in Accra on Sunday 8<sup>th</sup> November.

Conference registration will take place on Saturday 7<sup>th</sup> from 1200 noon and all day on Sunday 8<sup>th</sup> November. Registration form is attached.

Informal Zonal meetings will take place on Sunday 8<sup>th</sup> November from 1930.

Conference starts on **Monday 9<sup>th</sup> November at 0900 hours** and concludes on **Thursday 12<sup>th</sup> November** with farewell evening reception.

### **B. REVISED CONFERENCE PROGRAMME AND AGENDA**

Revised Conference Programme and Agenda is attached.

Note: The conference interpretation will be in 3 languages that is English, French and Portuguese.

### **C. WORKSHOPS**

During the conference there will be an extended session on workshops to be held at an outdoor venue.

The following workshops will be offered:

- A. Adult Resources – Management and Training
- B. Growth – Development of Cub and Rover sections
- C. Resource mobilization and financial management
- D. Governance and Constitutional Development
- E. Scouting - Our educational objectives and how to achieve them
- F. Projects and partnerships
- G. Communications
- H. Networking to support NSOs

These workshops will be conducted in both official languages and will be facilitated by English and French speakers.

National Associations are requested to look carefully at the workshops on offer and then try to include in the delegations to the conference people who will be able to make meaningful input into the discussions of their choice so as to derive maximum benefit from the discussions and contribute to the decisions/recommendations made.

On the first and second day of the conference delegates will be asked to sign up for the workshops so as to facilitate arrangements.

#### **D. DISPLAYS**

Every Association and guest Associations with displays will be provided with display board, table and two chairs.

Note: Display area will only be available from 1400 hours on Sunday 8<sup>th</sup> November. NSOs are to bring own equipment for setting up displays. If you have any special requirement, kindly advise ARO in writing before 20<sup>th</sup> October.

#### **Conference & Youth Forum Fees**

Conference fee – USD 120

Youth Forum only fee – USD 100

Youth attending Forum and Conference – USD 120

Accompanying persons fee – USD 120

#### **E. ACCOMMODATION**

- i. The conference hotel is Mensvic Grand Hotel, East Legon - Accra  
The room rate is USD 100 single, USD 120 double, USD 140 twin and USD 200 for suites excluding 14% VAT.
- ii. The Mensvic Palace Hotel is across the road from the conference Hotel where the staff and the Africa Scout committee will be accommodated. There are 10 rooms available at this hotel at a cost of USD 70 single and USD 138 twin excluding 14% VAT.
- iii. There are a number of other hotels in close proximity **(a)** Ange Hill Hotel (10 minutes walk from the Conference Centre at USD 70 Single and USD 120 Twin (prices charged plus VAT). **(b)** Aristocrat Hotel (1 minute from conference venue USD 90 and twin USD 120 (prices charged plus

VAT)

- iv. The Host committee has been able to negotiate special rates at a new hostel attached to the University of Accra. Rates: Twin with private bathroom USD 20 per room per night. Four persons sharing communal ablution facilities USD 20 for the room per night.
- v. **Note 1:** Transport will be provided for the duration of the conference between the hostel and the conference centre. Breakfast is not included in these rates and will be available for a nominal cost. Transport will be provided for the duration of the conference between the hostel and the conference centre. Transport will depart from the hotels to the conference venue from Monday to Thursday at 0800 hours and will return in the evening at a time to be announced depending on the conference evening programme. Those who miss these transport arrangements will have to find their own way to and from the conference venue.

**NOTE 2:** Please indicate your accommodation preference on the official registration sheet attached to this mail.

**NOTE 3:** Youth delegates to the conference will be offered **free accommodation** at the University Hostel with transport to and from the conference venue. Those who prefer to stay in Hotels in or near the conference venue will have to pay for their own accommodation.

#### **F. TRAVEL AND VISAS:**

A separate travel information sheet will be sent to all participants and you are asked to return these to the Host Committee in order to facilitate your welcome on arrival and transport to your hotel as well as departure arrangements.

The Government of Ghana has agreed to provide visas on arrival at a cost of US\$ 50 per person. If you require a visa and wish to use this offer, please send full passport details to the Host Committee by email or fax. email. [ghscassohq@yahoo.com](mailto:ghscassohq@yahoo.com) OR [gh.conference@yahoo.com](mailto:gh.conference@yahoo.com) FAX. +233 21 307 152 Information requested include

Full names

Date of Birth

Country/City of Residence

Passport Number

Date of Issue

Date of Expiry and Issuing Authority.

When all this information has been received, you will be sent a letter indicating that your visa will be available on arrival so as to facilitate your departure from your home country.

#### **G. AFRICA SCOUT FOUNDATION**

On Wednesday 11<sup>th</sup> there will be a reception for the Africa Scout Foundation to acknowledge and welcome new members. The cost of this reception is US\$ 30 and may be booked on arrival at the conference centre.

There is urgent need to recruit new members for the Africa Scout Foundation and participants as well as National Scout Associations are urged to join the foundation. The table below shows the membership fee in the various categories.

	<b>BRONZE</b>	<b>SILVER</b>	<b>GOLD</b>	<b>PLATINUM</b>
<b>Individual Category</b>	USD 250	USD 750	USD 1250	USD 2000
<b>Scout Association Category</b>	USD 750	USD 1250	USD 2,500	USD 5,000
<b>Corporate Category</b>	USD 2,500	USD 5000	USD 10,000	USD 20,000

The aim of the foundation is to accumulate a capital fund through donations, grants, membership contributions and other methods of legal fundraising to enable it to carry out its mission of promoting the growth of Scouting in Africa.

Everyone is welcome to support the foundation by buying tickets for the foundation reception.

#### **H. ACCOMPANYING PERSONS PROGRAMME**

An accompanying persons' programme has been arranged. Details are on a separate brochure which will follow shortly. Accompanying persons will be invited to all the main functions and receptions of the conference.

#### **I. OPTIONAL SIGHT SEEING AND TOURS**

The Host Committee is offering optional sight seeing and tours on Friday 13<sup>th</sup> and Saturday 14<sup>th</sup> November for all participants who might be interested.

A full programme with costs will be sent to all delegates and can be booked either in advance or on arrival at the conference.

#### **J. AFRICA ELEPHANT AWARD**

The closing date for application of this award is 15<sup>th</sup> October 2009.

#### **ATTACHMENT**

1. Official Registration Form
2. Revised Conference Programme and Agenda
3. Travel Information Sheet

Yours in Scouting,

Winston Adams  
ACTING REGIONAL DIRECTOR